

# GREATER RAMSEY WATER DISTRICT REGULAR MEETING

March 4, 2010

**DIRECTORS PRESENT:** Paul Becker, Doug Mohr, Avis Lowe, Cindy Brown, Kerwin Borgen; Les Windjue, Jay Klemetsrud

**OTHERS PRESENT:** Nels Halgren, Sally Burkle – GRWD; Gary Martinson – City of Devils Lake

The meeting was called to order at 8 a.m. by President Borgen at the District office.

Minutes from the February 2, 2010 reorganizational meeting and February 4, 2010 regular meeting were reviewed. Motion to approve the February 2, 2010 reorganizational meeting minutes was made by Mohr, seconded by Windjue and with all directors voting aye, **motion carried**. Motion by Becker, seconded by Windjue to approve the minutes from the February 4, 2010 regular meeting. All directors voted aye and **motion carried**.

## Manager Report

- **Prairiewood Sub**

- Review COE Agreement – Halgren reported Attorney Hager has reviewed the agreement and would like the District to pass a resolution at the next meeting to approve the agreement. Other Districts have not passed resolutions to approve and Halgren will check with Hager to see if the agreement can be approved by the board by motion. Hager did not pose any changes to the agreement. Agreement is close to being completed.
- Review Easements – Easements that need to be obtained for the project have been sent out and have been coming back in. Easements were sent for the subdivision and Halgren is working on the other easement areas that are involved in the project.
- Set Crop Damage Amount – Both easement and crop damage amounts are eligible for cost share. Approximately 10 acres total would be involved in the construction area and would be eligible for payment. If total cost of easements is greater than \$10,000, then a different set of rules applies according to the Corps of Engineers. Total easement costs in this project should be less than \$10,000. Motion by Mohr, seconded by Windjue to allow payment for crop damage and easement not to exceed \$700/acre. All directors voted aye and **motion carried**.
- Project Comments – A letter was received from the association allowing GRWD to use the existing facilities for the project. Halgren met with an individual who had worked on installation of the existing water lines in the subdivision and has updated the maps with the new information. All lots in the subdivision have curb stops. At this time, four owners in the subdivision that have structures have not signed up for service.

- **Meter Quote Review** – Halgren reported valves were worked on at the Carrington, Glenfield and Kensal facilities. Reviewing populations and usage between Glenfield and Kensal, Halgren believes there may be some problem with meter inconsistencies. Use of a compound meter would catch low flows through service to Glenfield as the numbers may indicated that low flows are not being measured. The board reviewed a quote for a 2” compound meter for Glenfield that could be monitored from the office. A 1 ½” meter may be sufficient as Glenfield is contracted up to 59 gpm and a 2” meter delivers a greater capacity than is needed. Halgren will continue to investigate options.

- **City of Devils Lake Request** – Gary Martinson, City of Devils Lake met with the board to request suspension of billing for a home they purchased near the embankment area on Highway 19. It is not known at this time if the home can remain on the property and it will be vacant until the City decides what they will do with the property. If the house can stay on the property, the City would resell it and it would come back onto the billing. The City will be purchasing more homes due to embankment alignment. If the home is in the way of the footprint, they will be gone. It is possible some of the homes purchased would also need to have services suspended and then resold when project is complete. Martinson reported Phase I has been awarded to the contractor and work has begun. Phase II will be bid late spring or early summer. Motion by Klemetsrud, seconded by Becker to suspend services to homes that the City buys, specific to the dike project, until the City either terminates service or the home is sold. All directors voted aye and **motion carried.**
- **Plant Work Update** – New controllers for the filters was budgeted for in 2009 and were not installed as they needed to be redesigned. The redesigned controllers have been installed and are working well. The controller closes the level of the filter and are now more electronic than mechanical. Miller has been getting good results with his readings that test for iron and manganese.
- **Carrington Sample Violation Review** – Halgren reported a bac-t water sample taken in January from the Carrington system was mailed, but did not reach the testing facility, causing a violation. The February sample was submitted as scheduled and came back satisfactorily, bring the District back into compliance. Notification steps were taken by the District as required. Letter were sent to all the Carrington users and notice was placed on the web site. Chlorine levels are to be tracked quarterly using information from the bac-t sample. An additional violation will occur on the chlorine-recording quarterly monitoring period.
- **Expo Discussion** – General comments were made from those attending this year’s Expo held in Minot.
- **Sewer/Dike Meeting planning** – In 2009, the District held a meeting for the rural sewer users in areas that are threatened due to rising lake levels. The directors felt the meeting was helpful last year and may schedule another this year. The District’s policy for protection of the infrastructure was reviewed. Policy is to try to protect homes located above the 1460 elevation. There was general discussion on the areas that may be in danger this year or may be impacted due to dike alignment. At this time, there are a lot of unanswered questions and the District will wait for a month to decide on a meeting for the users.
- **Acorn Ridge Grant Application Review** – Halgren reviewed information for a CDBG grant submitted for the District’s cost in relocating facilities in the Acorn Ridge area. As infrastructure is in the highway right-of-way, it has to get moved due to construction involved in the roads acting as dams (RAAD) work. Design for the project is not available at this time. Halgren estimates District’s cost to be approximately \$220,000 with CDBG applications to be rated on March 17. It is unknown how many users could be bought out and the service level needed. The District will make determination on what action will be taken when the design is finalized.
- **Carrington/Stutsman discussion** – The City of Carrington is bidding an expansion to their treatment plant this month. The expansion will be to mirror their existing facilities. Cost for the project will be paid through water sales. Water rates will be increased for all users, although the amount of the increase is not known at this time. According to the District’s contract with Carrington, rate increases are the same percentage as being charged to the residents. Stutsman Water District is working directly with Carrington to

address their water needs for the dairy operation. SWD is close to a contract with the dairy operation. Once SWD begins to serve the dairy directly, their usage from the line connected to GRWD would be minimal.

**Office Manager Report**

- **Accounts Payable** – Motion by Windjue, seconded by Brown to authorize payment of the accounts payable as listed. All directors voted aye and **motion carried.**

	<u>WATER</u>	<u>SEWER</u>
<b>TOTALS</b>	<b>156,478.47</b>	<b>46,591.78</b>

- **Financial Report** – Financial information of the District was reviewed. Motion by Mohr, seconded by Klemetsrud to approve the financial report. **Motion carried.**
- **Designation of Depositories & Authorized Check Signers** – Motion by Becker, seconded by Lowe to approve the depositories and authorized check signers for the District as listed. All directors voted aye and **motion carried.**

**Other Business**

- **Mission Statement** – President Borgen requested the mission statement be reviewed and shortened.
- **Meeting Time** – Meeting start time was discussed and was changed to 9 a.m. for the April meeting.

Next meeting is scheduled for April 8, 2010 at 9 a.m.

There being no further business, the meeting adjourned by motion at 9:38 a.m.

Minutes Approved: April 8, 2010

Kerwin Borgen, President (signed)

Sally Burkle, Office Manager (signed)